Collins Room 2 - Audio Visual Equipment

University of Strathclyde Glasgow

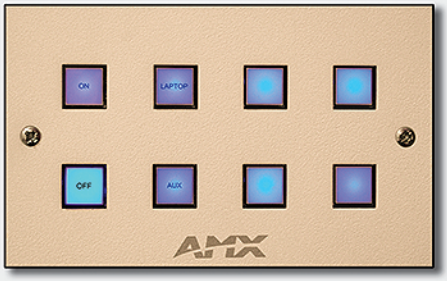
Operating Instructions

Using the data projector with a laptop

The projector is controlled from the 8 button panel mounted on the wall

1: **To start**, switch on the data projector by pressing the **ON** button.

2: Press the **Laptop** button to select your laptop.



3: Lower the projection screen using the switch provided.

4: Now plug the **VGA cable** into the monitor socket on your laptop.

5: You should now see your desktop projected on screen. If you cannot see the image you may have to "**toggle**" your laptop. Please refer to the table below to find the correct key combination for your particular model.

IBM + Sony	Fn + F7	Toshiba	Fn + F5
Dell + Epson	Fn + F8	Panasonic + NEC	Fn + F3
Hewlett Packard	Fn + F5	Fujitsu	Fn + F10
Sharp	Fn + F5	Apple	F7

6: Please **switch the projector off** when you have finished, using the **OFF** button on the control panel.

7: Please **retract the projection screen** when you have finished.

8: To view all Learning Spaces' facilities, seating layouts and AV instructions scan the QR Code with your smart phone.

If you experience difficulty with the AV equipment or wish to report a fault contact Information Services on

Tel: ext. 5999 (or 0141 548 5999) **Email: LS-roomsupport@strath.ac.uk**